

**CITY OF SHREWSBURY
BOARD OF ALDERMEN
WORK SESSION OF THE BOARD OF ALDERMEN**

June 26, 2018

A Work Session of the Board of Aldermen of the City of Shrewsbury, Missouri was held at 5:30 p.m. this 26th day of June, 2018 in the Aldermanic Chambers of City Hall for the transaction of such business that may come before the Board.

Present:

MayorSam Scherer
Alderman Mike Travaglini
Alderman..... Keith Peters
Alderman..... Greg Lauter
Alderwoman.....Chris Gorman
AldermanElmer Kauffmann
Alderman.....Rich Steingrubby

Also Present:

Director of Administration Jonathan D. Greever
Street SuperintendentTony Wagner
Police Chief..... Jeff Keller
Fire Chief..... Chris Amenn
Director of Parks and Recreation..... Chris Buck
City Clerk.....Kathy Marlock
City AttorneyMike Darning

Roll Call

Mayor Scherer opened the meeting and City Clerk Kathy Marlock commenced with the roll call. all Board members were present for the transacting of City Council business.

Minutes

Mayor Scherer introduced the minutes for May 22, 2018 and asked for a motion to approve the minutes. Alderman Travaglini made the motion to approve the minutes; this was seconded by Alderman Kauffmann and the motion carried unanimously.

Public Hearing

Mayor Scherer then gaveled the meeting into the Public Hearing for the purposes of discussing the 2019 CDBG application for funding for the City of Shrewsbury. No residents or community members were present for discussion. Therefore, the Mayor invited the Board into a discussion of the allocation of the \$20,000 grant application, and recognized that this has been a long standing application process for the City. The City Council noted that the application should be for \$15,000 for street improvement and for \$5,000 for the Housing Improvement Purposes as part of the 2019 application process. There being no further discussion, the Mayor concluded the Public Hearing.

Bills

Mayor Scherer then introduced the topic of the monthly bills. He reviewed each Accounts Payable line item and the total due of \$37,796.60. The Mayor called for a motion to approve the bills for payment. Alderman Kauffmann made the motion to approve for payment; this was seconded by Alderman Travaglini and the motion carried.

Hear Citizens

None

Liquor License Applications

The Mayor then invited discussion of the two categories of Liquor License Applications. The first category applied to Gas Mart and Shop n' Save and was for the sale of liquor, at retail, within its original packaging. He asked if there was any discussion. There being no discussion the Mayor called for a motion. Alderman Travaglini made the motion to approve; this was seconded by Alderman Steingrubby. The motion carried unanimously.

The Mayor then invited discussion of the second category of Liquor License Applications. This pertained to the category of Sales by the Drink at or on Premises and applied to Shrewsbury Lanes. The Mayor asked for a motion to approve the application. Alderman Travaglini made the motion to approve; this was seconded by Alderman Steingrubby; the motion carried unanimously.

Sign Permit Application – Center at Kenrick

The Mayor then turned the discussion to the Sign Permit Applications for ESSE Health and St. Gianna Pediatrics. The Mayor noted that the Sign Permit Applications met with staff approval. Director Greever clarified that ESSE Health pertains to the offices and work of 40 physicians. Alderman Kauffmann asked when the work would begin and Director Greever responded that the work would begin as soon as possible with the municipal liaison being Tim Barnes of A to Z Consulting.

The Mayor then requested individual motions to approve each Sign Permit Application. Alderman Kauffmann made the motion to approve the application for ESSE Health. Alderman Steingrubby seconded the motion and it carried unanimously.

The Mayor then asked for a motion to approve St. Gianna Pediatrics Sign Permit Application. Alderman Kauffmann made the motion to approve; this was seconded by Alderman Steingrubby and the motion carried unanimously.

Audit Presentation FY 2017 RubinBrown, LLP

The Mayor then turned the discussion to Director Danielle Oettle for the Audit Presentation made by RubinBrown, LLP. Director Oettle noted that the Audit pertained to the year ending December, 2017. Jeff Winter, with RubinBrown, LLP, made the presentation with supporting statements made by his team. The purpose of the Audit was to express an opinion as to whether the financial statements present fairly the financial position of the Shrewsbury governmental activities as it pertains to each major fund and in conformity with the Generally Accepted Accounting Principles (GAAP). RubinBrown expressed a positive opinion that, indeed, all records are according to recognized standards the city accounts are fairly represented as they are assumed to be.

Mayor Scherer acknowledged that the Viewpoint presentation is the one that is regularly referenced throughout each operational and calendar year and serves the City well.

Additional copies of the presented documents are on file in the Administrative and Financial Departments of the City of Shrewsbury.

The Mayor the introduced the next topic on the agenda.

Discussion/Parks Department/Emergency Valve Purchase

Mayor Scherer turned the discussion to Director Chris Buck, head of Parks and Recreation, to review the emergency valve purchase. Chris noted that there were four (4) valves that needed to be replaced: two gutter valves and two main valves; the pool is twenty (20) years old. An emergency purchase was needed that totaled \$18,000 for the two main valves so the pool would not have to be shut long-term. Director Buck shared with the Mayor and Board the he was seeking approval for a \$12,000 purchase for the two gutter valves. The Mayor called for a motion; Alderman Kauffmann made the motion to approve the purchase; this was seconded by Alderman Lauter and the motion carried, unanimously.

Discussion/Parks Department/Treadmill Purchase

Mayor Scherer turned the discussion to Director Chris Buck, Head of Parks and Recreation, to review the treadmill purchase. Chris noted that he is purchasing on an alternating cycle and is seeking a mid-grade treadmill for the Fire Department. He further discussed his recommendation of purchasing the two treadmills from 2nd Wind as being the lowest bid at a cost of \$7,900. The Mayor called for a motion. Alderman Kauffmann made the motion to approve the purchase; this was seconded by Alderman Travaglini and the motion carried unanimously.

The Mayor then called for further discussion. There being no further discussion, the Mayor called for a motion to approve. Alderman Travaglini made the motion to accept Waterway's enhancements as presented; this was seconded by Alderman Peters and the motion carried unanimously.

Discussion/Fire Department/Adoption of the 2015 ICC IFC Fire Code

Mayor Scherer introduced the topic of the Adoption of the 2015 ICC IFC Fire Code. He turned the discussion to Chief Chris Amenn. Chief Amenn went into a detailed discussion of each change and recommendation being made in light of the overall goal to enhance public safety as the top and first priority. He noted that the current Fire Code represents the standard from 2006. This presents a real issue for the city in terms of insurance rates and being behind the currently recognized standards offering Best Practices in Fire Protection. Chris further verified that the adoption of the 2015 ICC IFC Fire Code was reviewed by Jim Wilder, Building Commissioner, Mike Daming, City Attorney, and will greatly increase benefit the City of Shrewsbury community not only in terms of fire insurance ratings but also in terms of working within the Best Practices model in the industry. Chief Amenn further noted that the use of Fire standards has been proven as statistically significant in saving lives.

The handout provided from the discussion follows these minutes.

Discussion/Fire Department/Fire Apparatus Purchase

The Mayor then invited Director Chief Amenn to review the Fire Apparatus Purchase. Chief Amenn indicated that the FY 2018 Budget included a request for the replacement of the 1994 fire engine apparatus. The budgeted amount for the purchase was in the capital improvement plan at a cost of \$675,000. Discussions with the Board included a plan to enter into a 7-year municipal lease to purchase the engine. The amount in this year's capital budget for lease payment was \$107,000.

Fire Chief Amenn requested that the Board take two actions in support of this request. First, approve the purchase of the 2018 KME Predator SS Pro Pumper from John's Mid America Fire Apparatus using the HGAC cooperative purchasing agreement as allowed by City Code 135.110.A.2.b and authorize the Mayor to enter into a contract to execute an Interlocal Contract with HGAC Buy.

Chris then requested that the Board accept the bid for the municipal lease of a 2018 KME Predator SS Pro Pumper from the REV Group / Leasing 2. Seven annual payments in the amount of \$111,337.87 with the first payment due May 30, 2019.

The Mayor confirmed, with Director Greever, that these would be taken under consideration and presented at the next Board meeting. [The original request and document remains on file in the City Clerk's Office].

Ordinances

Bill No. 2938– ICC/IFC 2015 Fire Code

First Reading, Second Reading, Consideration for Passage

The Mayor introduced Bill No. 2938 and asked to amend the agenda so that there would only be a first reading to give everyone time for consideration of the adoption of the code. Alderman Travaglini made the motion to amend the agenda; this was seconded by Alderman Kauffmann and the motion carried unanimously.

Bill No. 2938 – ICC/IFC 2015 Fire Code – First Reading only.

The Mayor then called for a motion to conduct the first reading, by Title Only. Alderman Travaglini made the motion; this was seconded by Alderman Kauffmann and the motion carried. City Attorney, Mike Daming conducted the first reading.

AN ORDINANCE DECLARING THE RESULTS OF THE ELECTION HELD IN THE CITY OF SHREWSBURY, ST. LOUIS COUNTY, MISSOURI ON APRIL 3, 2018.

Bill No. 2940 – Implementation of the Show-Me-Courts Automation Software

First Reading, Second Reading, and Consideration for Passage

The Mayor then introduced Bill No. 2940 related to the Show-Me-Court Automation Software implementation. The Mayor asked Director Jonathan Greever to comment and he stated that relates to a Memorandum of Understanding that has been agreed upon and that pertains statewide without municipalities really have a choice to opt out of this software. The Mayor then called for discussion. There being no discussion he called for a motion. Alderman Travaglini made the motion for the first reading by title only, seconded by Alderwoman Gorman. City Attorney Mike Daming conducted the

reading. The Mayor then asked for any further discussion. There being no discussion the Mayor called for Bill No. 2940 second reading by Title Only. Alderman Lauter made the motion for a second reading by Title only which was seconded by Alderwoman Gorman. City Attorney Mike Daming conducted the second reading. The Mayor then called for passage of the ordinance. Alderwoman Gorman made the motion for passage, seconded by Alderman Lauter. The motion passed unanimously with a roll call vote Alderman Travaglini, “aye,” Alderwoman Gorman, “aye,” Alderman Peters, “aye,” Alderman Lauter, “aye” Alderman Kauffman, “aye,” and Alderman Steingrubby, “aye” and Bill No. 2940 became ordinance number 2927.

Bill No. 2941 – Community Development Block Grant Program - 2019 First Reading, Second Reading, and Consideration for Passage

The Mayor then introduced Bill No. 2941 related to the 2019 Community Development Block Grant Program. The Mayor commented that this is an annual application and process and invited Director Greever to comment. Director Greever noted that the funds have primarily been used for street improvement in recent years and that 11 phone screened inquiries are pending. He further clarified that no fully completed application for funds has yet been completed which also include proof and verification of income and eligibility. He stated the grant application is for \$20,000 and that this year’s application follows the 2017 and 2018 applications in identifying needed street improvement in the low income area of the City. The Mayor then called for discussion and questions. There being no discussion he called for a motion. Alderman Kauffmann made the motion for the first reading by title only, seconded by Alderman Lauter. City Attorney Mike Daming conducted the first reading.

The Mayor then asked for any further discussion. There being no discussion the Mayor called for a second reading by Title only. Mayor Kauffmann made the motion seconded by Alderman Lauter. The motion carried. City Attorney Mike Daming conducted the second reading. The Mayor then called for passage of the ordinance. Alderman Kauffmann made the motion for passage, seconded by Alderman Lauter. The motion passed unanimously with a roll call vote Alderman Travaglini, “aye,” Alderwoman Gorman, “aye,” Alderman Peters, “aye,” Alderman Lauter, “aye” Alderman Kauffman, “aye,” and Alderman Steingrubby, “aye.” Bill No. 2941 became ordinance number 2928.

Hear Citizens

The Mayor then invited any citizens present to come before the board. Mary Hoffmann who lives at 5375 Kenrick Parke raised the issue of fire pits and barbeque pits; she said they have been legal for a long time and now is concerned about the adoption of the 2015 Fire Code. Chief Amenn clarified that all fire pits and barbeque pits are not allowed in multifamily dwellings and he has been asking all property managers to educate their communities. Ms. Hoffmann responded by clarifying, “you mean all cooking grills and fire pits and barbeque pits are not allowed?” And, the Chief responded, “That’s exactly right.” With that Ms. Hoffmann sat down and the meeting continued.

Old Business

None

New Business

The Mayor invited Director Danielle to address the Board. She confirmed that the City of Shrewsbury is no longer providing services to the Village of Mackenzie as of 6-25-2018.

Closed Session

The Mayor then noted the need for a Closed Session and invited a motion for the closed session. Alderman Travaglini read the meeting announcement for the Closed Session, Seconded by Alderman Kauffmann and the motion carried. The meeting moved into Closed Session at 7:30 p.m.

Respectfully submitted,

Mary Kathryn (Kathy) Marlock
City Clerk

ATTEST:

Sam Scherer
Mayor